

Department of the Army
Headquarters, Fort Monroe
Fort Monroe, Virginia 23651-5000

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Morale, Welfare and Recreation
Fort Monroe Swimming Facilities and Beach

Summary. This circular prescribes policies and procedures governing the operation and use of the Bay Breeze pool and beach, and the Community Activity Center(CAC) pool.

Applicability. This circular applies to all individuals who utilize the swimming pools and beach located on Fort Monroe.

Suggested improvements. The proponent of this circular is the Directorate of Morale, Welfare, and Recreation (DMWR). Send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank forms) through channels to Commander, Fort Monroe, ATTN: IMNE-MNR-MW, Fort Monroe, VA 23651-1113. Suggested improvements may also be submitted using DA Form 1045 (Army Ideas for Excellence program (AIEP) Proposal).

Availability. This circular is only available on the Fort Monroe Homepage at <http://fort.monroe.army.mil>.

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***This circular supersedes FM Circular 215-04-2, dated 1 Apr 2004.**

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Chapter 1

Introduction

1-1. Purpose. To prescribe policies and procedures for normal operations and use of the Bay Breeze outdoor pool and beach, and the Community Activity Center (CAC) indoor pool.

1-2. References.

a. Required publications are--

- (1) AR 385-10, The Army Safety Program.
- (2) TM 5-662, Swimming Pool Operations and Maintenance.
- (3) TB MED 575, Swimming Pools and Bathing Facilities.

b. Referenced forms are--

- (1) DA Form 1602, Civilian Identification.
- (2) DD Form 2 (Ret), U.S. Uniformed Services Identification Card (Retired).
- (3) DD Form 2A (Act), Active Duty Military Identification Card.
- (4) DD Form 1173, U.S. Uniformed Services Identification and Privilege Card.
- (5) DD Form 1173-1 (Res), U.S. Uniformed Services Identification and Privilege Card.

1-3. Explanation of abbreviations. The glossary contains abbreviations used in this circular.

1-4. Responsibilities. The swimming facility activity manager is responsible for the implementation of this circular, the overall management and operation of all swimming facilities and beach located on Fort Monroe, and control of daily operations.

1-5. Eligibility. The following individuals are authorized to use the Bay Breeze pool and beach, and the CAC pool:

- a. Active duty personnel of the U.S. Armed Forces.
- b. Reserve personnel of the U.S. Armed Forces.
- c. Retired military personnel.
- d. DoD Civilians (active and retired), NASA, and Veterans Administration.
- e. Former prisoners of war (POWs), and spouses of current POWs or service members missing in action (MIA) and their family members.
- f. Non-DoD federal employees working on the installation.
- g. Immediate family members of the above. Immediate family members are defined as relatives living in the same residence as the authorized patron for a minimum of 6 months per calendar year.

Chapter 2

Bay Breeze Pool and Beach

2-1. Hours of operation.

a. The Bay Breeze swimming pool will be operational for authorized swimming activities from Memorial Day through Labor Day. Swimming and wading will be authorized at the beach only when lifeguards are on duty.

b. Hours of operation are:

Sunday	1100 - 1900
Monday	1100 - 1900
Tuesday	1100 - 1900
Wednesday	1100 - 1900
Thursday	1100 - 1900
Friday	1100 - 2000
Saturday	1100 - 1900
Holidays	1100 - 1900

c. Lifeguards are authorized to terminate swimming activities in the event of severe weather conditions (e.g., lightning, hail, etc.) or in the event fecal matter or other substances create an unhealthy swimming environment.

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2-2. Fees and pass use. Fees will be posted at the Bay Breeze pool, Bldg 190, and the CAC, Bldg 221.

a. Valid pool passes can be used at both the indoor and outdoor facilities.

b. Season passes are available to all eligible patrons for an annual fee. Both family and individual passes are available for purchase.

c. A daily fee, in lieu of a season pass, is also available to all eligible patrons:

(1) 12 years to adult - \$4.00 per day.

(2) Under 12 years - \$2.00 per day.

d. Unauthorized use of pool passes (e.g., lending or selling to someone other than the individual to whom the pass is issued) will be reported to the pool manager. Pass misuse is grounds for suspension of pool and beach privileges.

e. A pool pass purchased for a family member may not be extended to houseguests, extended family members, or adult children of the family for use. Guests accompanying the family may use the facilities at the daily fee rate.

f. Lost passes may be replaced for \$3.00 each.

g. All individuals entering pool/beach facilities will be required to pay daily fees and/or purchase season passes regardless of whether or not they will be swimming.

h. In the event the pool and beach close due to inclement weather, the indoor pool is available for use. No refunds or rain checks will be given for daily passes. Memberships and passes are not transferable and no refunds are given for unused time.

2-3. Pool parties.

a. Pool parties are authorized; facility may be used in accordance with (IAW) the fee schedule in paragraph 2-2c above. Evening pool parties will start no earlier than 1900 and must terminate no later than 2200.

b. Scheduling/reservations are not valid unless a contract has been signed and a 20% non-refundable deposit has been made. The balance must be paid in full two weeks prior to the scheduled event or the facility may be rented to the next party on the waiting list. Patrons renting pool services will submit payment to the CAC, between the hours of 0800 and 1645, Monday through Friday, except for holidays. CAC personnel may be reached at

(757) 788-3301. Submit payments in the form of cash, check, or credit card.

c. Refunds will be issued minus the 20% nonrefundable deposit if cancelled a minimum of 24 hours in advance. Within 24 hours of the event, any fees incurred by the activity will be deducted from monies due to the customer. No refunds are given after the event is scheduled to begin. Outdoor events may be rescheduled but is subject to facility availability.

d. Pool party fees are charged at the following rates (2 hour rental minimum):

(1) Patrons will rent the pool at \$75.00 first hour, \$50.00 each additional hour. This fee includes lifeguards for up to 25 people.

(2) Patrons will pay for additional lifeguard services at the rate of \$15.00/hour at 1 additional lifeguard per every 20 additional individuals.

(3) Pavilion #7 may be scheduled for rentals at \$15/hour or \$85/day (1100 - 2100), plus entrance fees between Memorial Day and Labor Day (varies based upon attendance). A \$100.00 refundable cleaning deposit is required and will be returned when the site is satisfactorily cleaned and trash removed.

e. Private pool parties are not authorized on Friday evenings and/or during regular operation hours.

f. Patrons attending the pool parties will observe all rules posted in the area.

Chapter 3

Community Activity Center Pool

3-1. General. The Fort Monroe indoor pool is a multipurpose swimming facility. The pool is open year-round and is located in the Community Activity Center. Water temperature is maintained at 84-85 degrees but may vary between 82-86 degrees.

3-2. Hours of operation.

a. The CAC swimming pool will be operational for authorized swimming activities throughout the calendar year.

b. Hours of operation are:

Sunday	CLOSED
Monday	0600 - 1900
Tuesday	0600 - 1900
Wednesday	0600 - 1900
Thursday	0600 - 1900

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Friday 0600 - 2000
Saturday 1200 - 1700
Holidays <http://www.monroemwr.com/poolindoor.htm>

c. Lifeguards are authorized to terminate swimming activities in the event of severe weather conditions (e.g., lightning, etc.) or in the event fecal matter or other substances create an unhealthy swimming environment.

3-3. Fees and pass use. Fees will be posted online and at the CAC, indoor pool office.

a. Valid pool passes can be used at the indoor pool only. A separate pass is needed to use the Bay Breeze pool or beach.

b. Both family and individual passes are available for purchase and can be purchased monthly or annually 25% savings on an annual pass.

c. A daily fee, in lieu of a season pass, is also available to all eligible patrons:

(1) All - \$3.00 per person per day

(2) Active duty - Free between 0600 - 0800 M-F for physical training.

d. Unauthorized use of pool passes (e.g., lending or selling to someone other than the individual to whom the pass is issued) will be reported to the pool manager. Pass misuse is grounds for suspension of pool and beach privileges.

e. A pool pass purchased for a family member may not be extended to houseguests, extended family members or adult children of the family for use. Guests accompanying the family may use the facilities at the daily fee rate.

f. Lost passes may be replaced for \$3.00 each.

g. Memberships are not transferable and no refunds are given for unused time.

h. All individuals entering pool facilities will be required to pay daily fees and/or purchase monthly/annual passes.

3-4. Indoor pool parties.

a. Pool parties are authorized and are available on Saturday evenings from 1700 - 2000 and Sundays from 1200 - 1800.

b. Scheduling/reservations are not valid unless contract has been signed and 20% non-refundable deposit has been made. The balance due must be paid in full two weeks prior to scheduled start of the event or the facility may be rented to the next party on the wait list. Patrons renting pool services will

submit payment to the CAC, between the hours of 0800 - 1645, Monday thru Friday, except for holidays. CAC personnel may be reached at (757)788-3301. Submit payments in the form of cash, check, or credit card.

c. Pool party fees are charged at the following rates:

(1) Patrons will rent the pool at \$60.00 for Package I and \$75.00 for Package II. This fee includes lifeguards for up to 20 people. For details go to <http://www.monroemwr.com/poolparty.htm>

(2) Patrons will pay for additional lifeguard services at the rate of \$15.00/hour at 1 additional lifeguard per every 20 additional individuals.

(3) Refunds will be issued minus the 20% nonrefundable deposit if cancelled a minimum of 24 hours in advance. Within 24 hours of the event, any fees incurred by the activity will be deducted from monies due to the customer. No refunds are given after the event is scheduled to begin.

d. Private pool parties are not authorized during regular operation hours.

e. Patrons attending the pool parties will observe all rules posted in the area.

f. Food or beverages are not allowed in the pool area.

Chapter 4

Rules

4-1. Pools.

a. No one may enter the pool area until the lifeguards are on duty.

b. All patrons entering the pool area must present proper identification (see paragraph 1-4 above).

c. Patrons gaining unauthorized entrance to the pool areas are subject to loss of pool privileges and apprehension by the Military Police.

d. Running is not permitted in the pool area.

e. No more than one person at a time will be allowed on the diving board. Dive off the front of diving board with no more than one bounce. Goggles or face masks are prohibited when diving (Bay Breeze).

f. Children less than 12 years of age must be accompanied by an authorized person 18 years of age or older. Children 12 years and older to be left unattended must have a valid photo ID on their person to gain entrance to the facility.

- g. All persons must shower before entering the pool.
- h. Horseplay will not be tolerated in the pool area.
- i. Offenders will be subject to loss of pool privileges.
- j. Spitting, spouting water, blowing the nose or discharging bodily wastes in the pool is strictly prohibited.
- k. Persons who have cold sores, ulcers, skin disease, discharges from the ear, bandages or open wounds, or otherwise sick, are not permitted in the pool.
- l. All types of floats, including air mattresses, are prohibited in the pool. US Coast Guard approved floatation devices and life belts may be worn only with direct parental supervision. Small life rings and jackets are permitted in the wading pool for preschool children with direct parental supervision.
- m. Patrons will not stand, sit, or swing on the buoy line or tamper with any other lifesaving equipment.
- n. Ball playing is prohibited during normal operating hours at the Bay Breeze pool. At the CAC pool, ball playing will be restricted and will be permitted so long as it does not interfere with the activities of another patron or become a danger. Contact the pool manager for authorization.
- o. Pets are not allowed in the pool area.
- p. The wading pool will only be used by children who cannot swim. Older children using the wading pool must maintain a level of behavior that does not endanger or cause anguish to younger visitors age 6 and under. Those who cannot maintain a high level of self-discipline will be asked to leave the wading pool. Parents are required to provide constant supervision for all children in the wading pool. Children not supervised in the wading pool will be escorted to the guardian who is responsible for them. The adult will receive a warning and upon a second offense they will be barred from using the facility for the day. Parents are responsible for the conduct and safety of their children at all times.
- q. Patrons will not enter any area posted "OFF LIMITS."
- r. Security of personal property or valuables is the responsibility of the individual.
- s. Glass containers are not allowed in the pool area to include the seawall pool deck area outside the pool fence (Bay Breeze). This includes drinks, lotions, salves, etc.
- t. Smoking is permitted only in designated areas which are

the Breeze Way Deck and Pavilion 7.

u. The pool will be cleared of children less than 18 years of age at a quarter of each hour for a 15 minute rest period. Adults may carry young children in the water at this time.

v. Any activity constituting a safety hazard or any annoyances to users of the facilities, to include excessive or unnecessary noise, skateboards or others will not be permitted. Lifeguards may remove persons from the pool or beach area for annoyances or safety violations. Lifeguards may also assess time penalties as to when violators may return to the swimming area. Gross or flagrant violations of safety or good conduct can result in immediate and indefinite suspension from the pool and beach facilities. The swimming facility manager will determine suspensions beyond the current operating day. Restitution of money for swimming passes not used, as the result of a suspension, will not be made.

w. Lifeguards have full authority and responsibility to control behavior of patrons for protection of life and property which includes exit orders (include beach area also).

4-2. Beach.

a. Swimming or wading will be permitted in beach areas only when lifeguards are on duty.

b. Ball playing, Frisbee throwing, and kite flying are permitted when it does not endanger or cause a safety hazard to those using the beach or surrounding areas.

c. Parents or guardians are responsible for the conduct and safety of their children at all times.

d. Swimming will be restricted during unsafe tidal changes.

e. Lifeguards have the authority and responsibility to instruct swimmers to return closer to shore.

f. Jetty and pier areas are OFF LIMITS to swimmers.

g. No animals or domestic pets of any kind are allowed on the beach.

h. Glass containers are not allowed in beach area. This includes drinks, lotions, salves, etc.

i. Surfing, skin diving, and spear fishing are prohibited.

j. No open fires are permitted.

GLOSSARY

IAW	in accordance with
CAC	Community Activity Center
DMWR	Directorate of Morale, Welfare, and Recreation
DoD	Department of Defense
MIA	missing in action
NASA	National Aeronautics and Space Administration
POW	prisoner of war

FOR THE COMMANDER:

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